

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS**  
**REGULAR MEETING AGENDA**  
**AUGUST 7, 2006**  
**6:30 P.M.**

**I. Call to Order**

**II. Invocation/Pledge of Allegiance**

**III. Adjustments/Approval of Agenda**

**IV. Public Comments**

**V. Approval of Consent Agenda**

**A. Minutes**

1. July 3, 2006 Regular Meeting Minutes.....pg. 01-09
2. July 17, 2006 Regular Meeting Minutes.....pg. 10-19

**B. Tax Matters**

1. **Tax Administration Records Retention Schedule** .....pg. 20-22

**C. Finance** .....pg. 23-26

1) General Fund Amendment 10-Increase \$36,878

The Dixie Youth Program collected revenues for the Dixie Youth Program in excess of amounts expended in FY 05/06 totaling \$26,668 that accumulated in fund balance at year end. Staff recommends appropriating \$26,668 of fund balance in FY 07 for the Dixie Youth program expenditures. The Dixie Youth Program collected revenues for the Dixie Youth Program in excess of amounts budgeted for FY 06/07 of \$10,210. Staff recommends appropriation of the additional revenue of \$10,210 for Dixie Youth expenditures. There are no additional county funds involved in this amendment.

2) General Fund Amendment 11-Increase \$5,186

The Volunteer Center maintained a separate checking account which was closed in July. The funds totaling \$5,186 were deposited in the Emergency Management budget in 104330-383957 for the volunteer center when the center was transferred to EMS. Staff recommends the funds be appropriated for volunteer center expenditures of \$5,186 in 104330-449942. Travel mileage of \$1,500 for the volunteer center coordinator was budgeted in the employee's previous department. Staff recommends the transfer of the travel mileage of \$1,500 from 104950-431100 to 104330-431100. There are no additional county funds involved in this amendment.

3) General Fund Amendment 12-Increase \$182,867

The Solid Waste and Operation Services Departments had several capital projects underway at the end of FY 05/06 and request the funds to complete the projects be appropriated in FY 06/07. The unspent funds accumulated in fund balance on June 30, 2006. Staff recommends a fund balance appropriation of \$182,867 for the following projects: \$92,896 parking lot repairs, \$937 for brick work on the operations and engineering building, \$21,533 for the Calabash Library roof leak repairs, \$61,184 for the government complex fuel site, and \$6,317 for the moving of the scales and concrete walls of the convenience sites. There are no additional county funds involved in this amendment.

4) General Fund Amendment 13-Increase \$24,715

Funds appropriated for the Town Creek Rescue Squad in FY 05/06 were unspent at year end totaling \$24,715 and accumulated in fund balance at 6/30/06. Staff requests the appropriation of the funds to FY 06/07 for expenditures related to the county acquiring the Town creek Rescue Squad. There are no additional county funds involved in this amendment.

5) General Fund Amendment 14-Increase \$25,000

Funds appropriated for the Fiscal Operations computer software projects in FY 05/06 were unspent at year end totaling \$25,000 and accumulated in fund balance at 6/30/06. Staff requests the appropriation of the funds to FY 06/07 for expenditures related to the software projects. There are no additional county funds involved in this amendment.

6) County Capital Reserve Amendment 3-Increase Transfer to Capital Project \$10,000

County Capital Project Amendment 3- Increase Rourk Library Project \$10,000

Funds were appropriated in the County Capital Reserve for the Rourk Library Project. Staff recommends appropriating \$10,000 to the capital project for start up expenditures for advertising and other project costs. There are no additional county funds involved in this amendment.

**D. Operation Services** .....pg. 27-29

Staff recommends approval to exempt the First Baptist Church of Shallotte from tipping fees at the Brunswick County Landfill.

**E Resolution Cape Fear Skyway Bridge Project**.....pg. 30

Staff requests approval of a Resolution regarding the Wilmington Outer Loop.

**F. Lease Agreement for Office Space at Village Road**.....pg. 31-38

Staff requests approval of a Lease Agreement for Office Space on Village Road in Leland.

**G. Southern Health Partners** .....pg. 39-42

Staff requests approval of an Interim Contract Renewal Letter with Southern Health Partners.

**VI. Presentation**

1. **Teen Court Proclamation** (Josh Reeves, Rex Gore, Cynthia Tart)) .....pg. 43-44

2. **Habitat for Humanity** (Jana Berg, Gary Knapp).....pg. 45-46

**VII. Public Hearing**

1. **Proposed Map Amendment Z-06-09** .....pg. 47-60

**VIII. Administrative Report**

1. **Planning – Map Amendment Z-06-09 - (Leslie Bell)** .....pg. 61-76

Staff recommends that the Board of Commissioners approve Second Reading and Adoption of Map Amendment Z-06-09.

2. **Planning – Map Amendment Z-06-10 - (Leslie Bell)** .....pg. 77-93

Staff recommends that the Board of Commissioners set a Public Hearing date of September 5, 2006 at 6:30 p.m. for proposed Map Amendment Z-06-10.

3. **Emergency Services – Contract for Medical Direction - (Brian Watts)** .....pg. 94-101

Staff recommends that the Board of Commissioners approve a contract for emergency services medical direction with Dr. William Sherrod.

4. **Emergency Services – Renewal of Service Contracts – Medtronic Physio Control - (Brian Watts)** .....pg. 102-110

Staff recommends that the Board of Commissioners approve the renewal of service contracts for Durable Medical Equipment service from Medtronic Physio Control.

5. **Emergency Services – MOA – Critical Infrastructure Protection Funds - (Randy Thompson)**pg. 111-124

Staff recommends that the Board of Commissioners approve a Memorandum of Agreement (MOA) between Brunswick County and the State Division of Emergency Management (Critical Infrastructure Protection Funds) and authorize the County Manager to sign the MOA and appoint the Emergency Services Director as Designated Agent and County Point of Contact for this project.

6. **Utilities – Surveying Services - West Brunswick Regional Water Reclamation Facility - (Jerry Pierce)** .....pg. 125-128

Staff recommends that the Board of Commissioners approve a contract amendment with McKim and Creed to add surveying services to West Brunswick Regional Water Reclamation Facility expansion design that will increase the contract amount by \$9,720.

**7. Utilities – Pump Station Upgrades Design – St. James & Carolina Shores - (Jerry Pierce) .....pg. 129-148**

Staff recommends that the Board of Commissioners approve a contract with Thomas & Hutton Engineering Company for the design of pump station upgrades for various sewer pump stations in St. James and Carolina Shores in the amount of \$69,000.

**8. Utilities – Agreement with Lower Cape Fear River Program - (Jerry Pierce) .....pg. 149-153**

Staff recommends that the Board of Commissioners approve an Agreement with the Lower Cape Fear River Program of the University of North Carolina at Wilmington for ongoing research and education programs to develop an understanding of the various processes affecting the Lower Cape Fear River and its estuaries for \$10,000 per year.

**9. Utilities – Water Master Plan Report – (Jerry Pierce) .....pg. 154-159**

Staff recommends that the Board of Commissioners approve the Final Wastewater Master Plan Report prepared by Hazen and Sawyer, P.C., Environmental Engineers and Scientists, dated July 2006.

**10. West Brunswick Regional Wastewater Project – Contract No. 7 – Change Orders 1 & 2 –**

**(Marty Lawing) .....pg. 160-168**

Staff recommends that the Board of Commissioners approve Change Orders No. 1 and No. 2 (Final Adjusting) for Contract No. 7 with Greenwall Construction Service, Inc. for the West Brunswick Regional Wastewater Project.

**11. Lease Agreement with Ocean Ridge Properties, Inc. – (Marty Lawing) .....pg. 169-175**

Staff recommends that the Board of Commissioners approve a Lease Agreement between Brunswick County and Ocean Ridge Properties, Inc.

**IX. Board Appointments**

**1. Marine Fisheries (District 2 appointment).....pg. 176**

**X. County Attorney**

**1. Deed of Dedication for The Farm Phase III.....pg. 177-186**

**2. Resolution for SAD #21.....pg. 187-191**

**XI. Other Business/Informal Discussion**

**XII. Adjournment**